

Food Vendor Supplement to 2021 Vendor Handbook

May 07 to September 12, 2021

Coca-Cola ALASKA
BOTTLING OF
A SUBSIDIARY OF THE **PEP** CORPORATION



**ANCHORAGE
MARKET**

WWW.ANCHORAGEMARKETS.COM



Alaska Markets & Events, Inc.

Web: www.anchoragemarkets.com

Text: (907) 272-5634

E: info@anchoragemarkets.com

88th Ave

Anchorage, AK 99501

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Welcome

We want to welcome you to the Anchorage Market. Great and memorable food is essential to our Anchorage Market's success. We want to work with you for many years in developing an outstanding booth with a superb reputation and the best food of its kind in Anchorage and beyond. Meanwhile, it is as important to us as it is to you that your efforts are rewarded with a good profit and a hassle free, fun work environment.

Following in this supplement we will address the majority of the requirements or expectations of a Food Vendor that may not be fully covered in our Vendor Handbook. We will always leave a question unanswered, that's just normal. We urge you to ask those questions early on before the opening of the season. Give us a text, send us an email, or stop us at the Anchorage Market. Likewise, if you encounter a problem at Anchorage Market, let us know what the problem is and how we can help resolve the issue.

Safety is our primary concern and that is reflected in our rules and requirements listed in this document. The Anchorage Market typically attracts many thousands of Marketgoers each weekend and a flash fire or food

poisoning would be devastating. We work very closely with the Anchorage Fire Department (AFD) and the Anchorage Health Department (HHS) and fully expect that our Food Vendors do likewise.

Menu

Each Food Vendor is allowed two semi-exclusive items for each booth space Leased.

Semi-exclusives help keep the variety and customer interest in our food court high and offer Food Vendors the assurance week to week that their product is not going to be unexpectedly duplicated by other vendors. Semi-exclusives also allow Food Vendors to intelligently plan the purchase of perishable food items.

You can change your menu. However, the change must be made known to and approved in writing by the Anchorage Market manager prior to implementation. In most cases we will require a sample of the new item you propose to sell at Anchorage Market. However, it is still up to the Vendor to compete by providing the highest quality product and service at a price that offers the consumer the best value. We will give much more consideration to the actual product rather than the name. Piroshky, empanadas, sausages, kabobs and other items may sound the same but can be entirely different items due to ingredients and preparation techniques. Anchorage Market Manager will make the final decision as to what is deemed an appropriate product and what qualifies as a semi-exclusive.

Your Space

Due in part to our increased costs, Food Vendors are also required to contract for and participate in a minimum of 15 Fridays, 15 Saturdays and 15 Sundays over the course of the 19 weekend Anchorage Market. Participation in the entire weekend is a requirement because many Food Vendors use trailers and elaborate apparatuses that would make constant change of set-up and tear-down procedures a nightmare. The 15+ week season also helps Food Vendors amortize their higher costs of insurance, permits, equipment, etc. Many of our Food Vendors participate in more than 15 weekends by their own preference.

In turn, we limit food vendors to 32 total vendors on any weekend and they are given product semi-exclusivity. Eating is the second most mentioned reason people attend Anchorage Market according to surveys (see and be seen is first) and it is in everybody's interest that we have a large selection of food each day we are open to satisfy YOUR customers

Trailer or Tent

To ensure your assigned booth space will be adequate for your needs, please let us know when you submit your Lease Agreement if you will be using a tent or trailer to operate from. Food Vendors will be provided with a 10-foot wide by 20-foot deep unless additional vendor space width is Leased. Additional vendor space width may be Leased in 5-foot wide increments. No overhang is allowed. If using a trailer, send a photograph and/or a drawing as well as exact dimensions of the trailer with hitch, and indicate which end or side you will be serving from. All items associated with your Market operations must fit completely within your leased booth space, including Coca-Cola barrels, signs, tables, condiments, employees, POS equipment, etc.

Insurance

Anchorage Market Manager requires a certificate showing that the Food Vendor has insurance prior to their first day at Anchorage Market a minimum of \$500,000.00 general and product liability **insurance that names Alaska Markets & Events, Inc. as additional named insured directly on the COI.** We suggest that Vendors inform their insurance broker of all activities they will engage in during the policy period, as other events may be included under the same policy. In recent years, several of the home owner or apartment renters' policies allow for riders to include this insurance requirement at less expense than purchasing the policy individually will cost.

Should you hire employees, including family members, the state and federal governments require you to carry Worker's Compensation Insurance, pay into state and federal unemployment insurance funds, withhold and pay employees' federal income taxes and pay into Social Security and Medicare funds. Your liability insurance broker can likely help you with the Worker's Compensation Insurance. The other requirements are handled by IRS or U.S. Department of Labor. To go without these mandatory items is illegal. Should an employee have an accident or make a claim, it can put all your assets at risk, and it is illegal for you not to have proper insurance or fail to withhold and/or pay payroll taxes. Alaska's minimum wage in 2021 is \$10.34 per hour and will likely increase in 2022. Employees 17 years old or younger are restricted in what duties they may perform and what hours they can work. Contact Alaska Department of Labor for details.

Good Practices

You and your employees are a very visible and important component of Anchorage Market. It is essential that Food Vendors train their employees in good practices such as:

- Maintaining foods at proper temperatures always: hot foods hot and cold foods cold
- Fire Extinguishers at the ready always
- Proper clothing for food service worker: clean garments, head covered, gloves when handling food
- Disposing of grease, wastewater and trash by approved methods only
- Washing hands with soap and water after any unsanitary task, i.e. handling money, going to the restroom, blowing nose, etc.
- Controlling smoke or fumes generated in your booth so they do not bother neighboring booths or public – use a fan if necessary, to direct smoke
- Smoking of tobacco, marijuana, vapors, etc. is prohibited in the Anchorage Market area
- No children's diaper changes in Food Booth
- No pets of any kind in a Food Booth

Coca-Cola of Alaska Sponsorship

We have an exclusive sponsorship agreement with Coca-Cola of Alaska mandating that all prepackaged beverages sold in the Market will be purchased **DIRECTLY FROM COCA-COLA BOTTLING OF ALASKA.** Food Vendors must set up an account with Coca-Cola of Alaska before ordering product. Our sponsor agreement requires that only plastic bottles of soft drinks, water, sports drinks, juices, teas and flavor enhanced water

may be sold (20 oz plastic bottles only when available – no glass bottles allowed). Every Sunday afternoon we will email or text message each Food Vendor a Coca-Cola of Alaska order form



Coca-Cola **ALASKA**
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listing size and price of the most common items eligible for sale in the Anchorage Market. Food Vendors may complete the order form and return to us by email to info@anchoragemarkets.com or may call or deliver their own order to Coca-Cola of Alaska at 6300 Changeoint Dr, Anchorage, AK 99518.

Orders must be received by Coca-Cola by 12:00PM Thursday and will be delivered to your booth on Friday morning. New vendors must contact Mason to open a customer account. All sales are C.O.D. unless Vendor has established credit with Coca-Cola of Alaska.

Coca-Cola will provide upon request to each vendor at no charge one 2' x 6' banner and an insulated Coca-Cola ice barrel for chilling and displaying your beverages. The ice barrel must be returned at the end of the season, and a new one re-issued at the beginning of the following season. If none is returned, none will be issued next year. Banners need to be ordered by April 10, 2021 to be ready by opening day.

Vendor agrees to honor this sponsorship agreement with Coca-Cola of Alaska when you signed your Lease Agreement. We make it known to Vendors by inclusion in the Vendor Handbook, and conversations we have with prospective Food Vendors.

ALL food vendors must make available for sale in their space, at least 1 type of Coca-Cola bottled beverage at all times.

Any Vendor who chooses not to comply with this Coca-Cola agreement will immediately forfeit their right to sell beverages of any kind in Anchorage Market for the remainder of the 2021 season and must immediately remove from display and sale all beverage items, not just the products found to be in violation of the agreement.

Electrical Service

Vendors must supply their own outdoor rated extension cords and they must be #12 or #14 gauge conductors, 3-wires with ground and marked for outdoor use and include an outdoor rated surge protector for each cord used. Cords must have 3 prongs intact. *50 AMP extension cords must be 6/3 & 8/1 gauge. Electrical cords must be protected on walking surfaces to prevent trip hazards and abrasion, and cords should be inspected by responsible vendor for damage and tested before use. Electrical cords must be free from frays, chips, cracks, or other damage, if a cord is damaged it must immediately be replaced with an undamaged cord.*

All appliances must be in good working order and UL listed. Appliances not in good working order or not UL listed will not be allowed. Each appliance should have a name plate rating for power requirements. The UL certification is usually on this name plate. Should you need electrical service, it is necessary to find the plate on each of your electrical appliances and find their electrical needs in volts (120 usually); watts and/or amps. Be aware of the appliance's electrical needs when you purchase them.

Generators

Generators are allowed in the Anchorage Market area with prior written approval. Generators are limited to only certain areas of the Anchorage Market area due to noise pollution. Vendors must strive to use only generators with the lowest possible noise decibel levels while in use.

Generators must:

- Be located a minimum of 10' feet from cooking operation, fuel source tents, trailers and buildings unless permanently attached to the trailer.
- Permanently attached generator must be at least 18-inches from fuel source and propane containers.
- Permanently attached generator exhaust must be pointed away from propane, people, and combustibles.

Permits & Licenses.

Alaska Business License – \$50 per year and must be in the same name you are using on your booth/business. Obtain from Alaska Department of Community, Commerce & Economic Development online at <http://www.commerce.state.ak.us/occ/>.

Municipality Health Permit – Anchorage requires a health license and it is priced by the level of hazard that they perceive is presented by your product selection and other factors. Also, there must be a Food Protection Manager Certified in your booth and all employees must obtain a Food Workers Card within 60 days of hire. Contact the Health Department (HHS) by calling 907-343-4063 or online at <http://www.muni.org/healthesd/sanity.cfm>. This site contains valuable information and has all the forms for download that you will need. Provide us with a copy of health permit by April 10, 2021.

Most Food Vendors will need the use of a licensed kitchen to use as their commissary. Should you have questions, you will find the Health Department staff very helpful. Normally, the Anchorage Health Department will inspect booths every weekend at random and often dressed as a customer. We work closely with them to correct any potential problems and encourage our Food Vendors to do likewise. The last thing any of us needs is a food borne illness traced to Anchorage Market. Make sure that you discuss with the Health Department any other markets or shows that you will participate in this year in Anchorage. A roving license or some other special license may be available that will cover all your activities and overall cost much less than individual event licenses.

DEC Oversight – Alaska Department of Environmental Conservation cedes regulatory jurisdiction for food establishment inspections to the Anchorage Health Department. Normally, you will not need a permit or be inspected by DEC. However, DEC does have jurisdiction over dairy, fish and seafood products sold in Anchorage.

Anchorage Fire Department (AFD) – Several things have evolved over the years to make sure Anchorage Market is fire safe for our vendors and our many tens of thousands of customers. Be aware of the following requirements and make sure that you comply from the first day to the last.

NOTE: YOU WILL NOT BE ALLOWED TO OPEN YOUR FOOD BOOTH UNTIL YOU ARE IN COMPLIANCE WITH THESE REQUIREMENTS. Any violation may result in forfeiture of all funds paid and expulsion from the Anchorage Market.

Propane is a big concern and potential threat to Anchorage Market's fire safety. The maximum amount of propane stored in your booth space should be the amount needed for one weekend (maximum 200# on site). Bottles must be securely held by sitting in a square case or strapped to a post, wall or specialty apparatus designed for this purpose. All propane appliances must have a 20' or longer hose attached to ensure that your propane source (bottle) is at least 10' from any open flame ... yours or your neighbors... and does not create a tripping hazard in your booth (some appliances with tanks designed in are exempt from 10' rule). Design your booth's layout with this in mind. Tanks must be re-inspected every 5-12 years, see Exhibit A below. All

equipment, hoses and connectors must be in good shape. Tight fitting lids must be available for all deep fryers and used in case of rain.

Fire Inspection Ready

Beginning in 2019, absolutely NO COOKING under or within 4-feet of a fabric canopy or sidewalls is allowed or permitted while inside the Anchorage Market area.

NO TURKEY FRYERS ARE ALLOWED.

Attention – The Fire Inspector has advised that we may not allow you to open until you have met all AFD requirements.

[AFD Mobile Food Vendors Handout](#) and [AFD Special Outdoor Events Policy](#) for more details.

All food vendors are required to have a **2A10BC** fire extinguisher that is currently certified (with current inspection tags).

A **K-class** fire extinguisher that is currently certified (with current inspection tags) is also required for all cooking that produces grease laden vapors.

At least one person in your booth must have fire extinguisher training within the last two years and certification on file with the Market.

Your tent canopy must be constructed of non-combustible materials in accordance with 2018 International Fire Code and properly tagged stating the NFPA 701 compliance.

LPG tanks must be at least 10-feet from ANY open flame; yours or your neighbors. LPG tanks are required to have a minimum **20-foot LPG hose** to ensure the proper requirements can be safely met.

LPG tanks must be in a milk crate, chained to a stable post or secured in place by some other approved method.

All food vendors are required to review the AFD Mobile Food Vendors Handout: [CLICK HERE](#)

All Food vendors are also required to review the AFD Special Outdoor Events Policy: [CLICK HERE](#)

Topics include: •**All AFD regulations** •[AFD Inspection checklist*](#) •**Event Guidelines**

It is your responsibility to be in compliance with all 3 AFD documents.

*[AFD Inspection checklist](#) MUST be completed every day and remain available in your booth space at all times while at the Anchorage Market. For this reason, we highly recommend downloading and saving the document to your mobile device.

All food vendors must also review and ensure they meet all safety standards shown on Exhibit B and Exhibit C below.

BE READY FOR THE FIRE AND FOOD INSPECTORS.

We suggest you call the Fire Marshal's office, Tom P Furch, Fire Inspector, @ 267-4969.

tom.furch@anchorageak.gov or Fire Marshall, @ 267-4911 (fireprevention@muni.org) for guidance as to what will be appropriate for your booth. Anchorage Fire Department, 4700 Elmore Road, Anchorage, AK 99507.

AFD's website is found [HERE](#).

Any appliance in the booth that could be tipped over must be restrained and protected while being located at least 3 feet from combustibles. Some appliances may need more spacing and should be discussed with Anchorage Fire Department before use. Appliances must be placed on noncombustible materials such as metal.

Only flame-resistant materials that are clearly marked meeting NFPA 701 standards can be used inside of or for the tent or shelter. Use of sterno (<http://www.sternopro.com/scl-tv>) cans is restricted to a noncombustible cover on the table where sterno is present.

Anchorage Fire Department requires that each food booth always have present in the booth at least one employee who has completed within the last two years an approved **fire extinguisher training course**. The person's certificate must be present in the booth whenever booth is operating. This course is available online, takes about one hour. Make sure you save your filled-out certificate of completion. [CLICK HERE](#) for one of many available online training courses available to you. Once you have completed your training please email your completion certificate to info@anchoragemarkets.com. We must have a copy of your completion certificate prior to your booth opening at Anchorage Market.

Clean Up

Each food vendor is responsible to make sure your Leased space is left in a state of high cleanliness each Market day. Upon conclusion of each weekends Anchorage Market, each vendor is responsible for ensuring their Leased space is left in broom swept condition, please see the Vendor Handbook for more details. The biggest problem in the past has been grease and oil spills left on the asphalt. We recommend that Food Vendors use non-combustible materials to prevent grease and oil from getting on the asphalt. Any spilled grease or oil must be completely cleaned up before you leave. If not, we will call out or hold over a crew and clean it up at YOUR cost. Our minimum oil spill cleanup fee is \$175. We are not in the grease or oil cleanup business and hope that you will plan and make sure that this is not a problem.

DUMPING OF GREASE OR FOOD WASTE INTO THE STORM SEWER IS NOT ALLOWED

Trash

To keep vendor fees LOW: Vendors must supply a waste collection container for their use and for use by their customers. Each vendor is responsible for removing from the Anchorage Market Area; their own waste as well as any waste collected in their customer waste collection container. Vendors may for no reason dispose of waste in surrounding business dumpsters or waste containers. If vendor so chooses, vendor may rent from the Anchorage Market Manager, at NO COST a single or double 50-gallon waste container from the Anchorage Market Manager. Vendor must return the container or containers at the conclusion of the vendor's final Leased day for the 2021 Anchorage Market season. Vendor will be responsible for transporting the container to and from the Anchorage Market area for the duration of all Leased weekends.

Waste Water

Water that is contaminated in any way must be removed from the Anchorage Market area. Clear water from your Coca Cola barrel may not be dumped on the asphalt as it may run into your neighbor's booth while they have items on the ground. We discourage the use of any chlorinated substances to clean in

your booth. Use only ecofriendly cleaning chemicals. Only clean clear water can be drained into the storm drains. If dumping clean and clear water into the storm drains, Vendor must ensure water is poured in front of the water filter, so than any unknown substances are removed from the water prior to the water entering the storm drains.

Potable Water

Vendors must ensure they have brought adequate potable water for their use each and every weekend. We are working with our landlord on installing a potable water hose on the West end of the mall behind the vendor parking area. Carts are available to transport water bottles.

2021 Important Dates

| | |
|--------------------|---|
| February 24, 2021 | Vendor information available |
| March 31, 2021 | Deadline for grandfather rights |
| April 1, 2021 | Deadline for exclusive applications |
| April 1, 2021 | Deadline for food menu submission |
| May 1, 2021 | Have your 2A10BC and/or K-Class fire extinguisher inspected and tagged for 2021 |
| May 1, 2021 | Balance due if less than 15 Saturdays and 15 Sundays <i>2nd Quarterly payment due</i> |
| May 07, 2021 | First day of Anchorage Market |
| May 31, 2021 | Memorial Day |
| June 01, 2021 | 3 rd quarterly payment due |
| June 20, 2021 | Fathers' Day |
| July 01, 2021 | 4 th Quarterly payment due |
| July 04, 2021 | Independence Day |
| August 1, 2021 | Final monthly payment plan payment due |
| September 12, 2021 | Last day of Anchorage Market for 2021 season |

Key to Success

We have observed Food Vendors over many years. The successful, long lasting ones have several traits in common:

Their product is the BEST of its kind in Anchorage...or beyond;

1. They have a small number of items to sell;
2. They are ready when the customers are ready – they get up earlier and take care of their business and never miss a sale;
3. They display their product to make it most appealing and decorate their booths, employees and selves to establish a brand;
4. They have fun at Anchorage Market.

Helpful Contacts:

Alaska Markets & Events, Inc.
Text: 272-5634
info@anchoragemarkets.com

Tom Furch, Fire Inspector
AFD, Fire Prevention
4700 Elmore Road
Anchorage, AK 99507
Office 267-4964
Email furchtp@muni.org

Anchorage Fire Marshall
AFD, Fire Prevention
4700 Elmore Road
Anchorage, AK 99507
Office 267- 4911
Email HillCC@ci.anchorage.ak.us

Yukon Fire Protection Services, Inc.
5601 Silverado Way
Anchorage, AK 99518
Sales 563-3608

Suburban Propane
1200 Whitney Road
Anchorage, AK 99501
Sales 272-7581

Alaska Rubber and Supply
5801 Old Seward Hwy
Anchorage, AK 99518
Sales 562-2200

HHS – Food Safety and Sanitation
3rd Floor Customer Service Counter
825 L Street
Anchorage, AK 99501
343-4200

Coke Cola of Alaska/Odom Corp
6300 Changeport Dr
Anchorage, AK 99518
264-2468
Missed order on call **907-240-1456**

ATTENTION.

Food Vendors

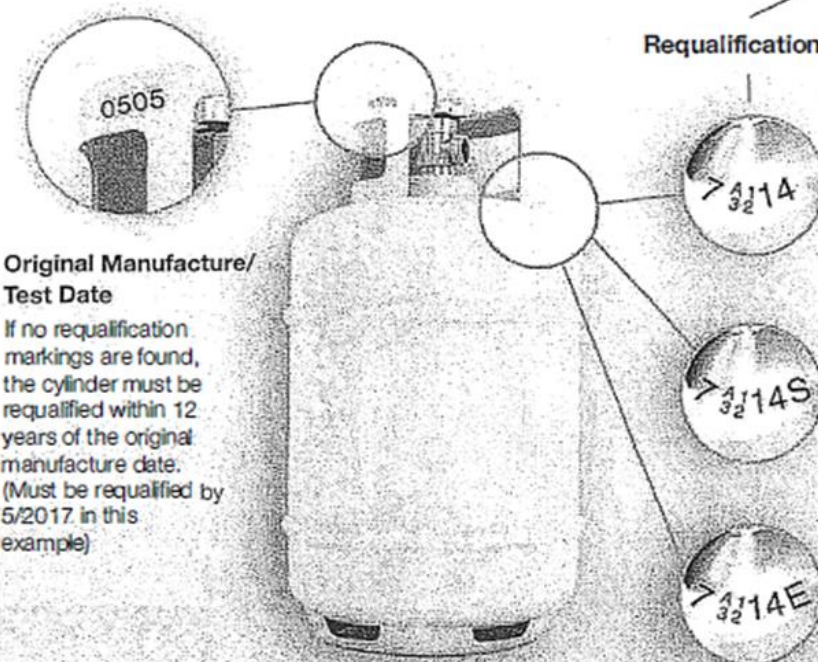
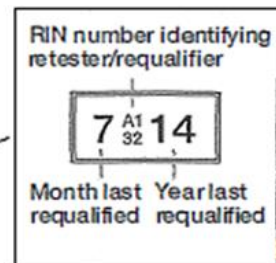
Are you aware that your compressed gas cylinders must be inspected?

Cylinders are required to be requalified, or replaced every 5-12 years depending on the cylinder type, condition, and previous requalification method (Ref. 49 CFR §§ 180.205(d) and 180.209).

The original manufacture/test date and any requalification/retest dates must be presented in a specific manner. Cylinders that are overdue for requalification must not be refilled.

If propane tanks are manufactured to ASTM Standards and built into the truck's body making it difficult to remove, then these tanks are exempt from the DOT reinspection requirements.

For more information, contact the Hazmat Info-Center: 1-800-467-4922.



Original Manufacture/Test Date

If no requalification markings are found, the cylinder must be requalified within 12 years of the original manufacture date. (Must be requalified by 5/2017 in this example)

Requalification Date

Volumetric Test.

Basic Marking. Must be requalified within 12 years of stamped date (Must be requalified by 7/2026 in this example)

Proof Pressure Test.

"S" indicates cylinder must be requalified within 7 years of stamped date (Must be requalified by 7/2021 in this example)

External Visual Test.

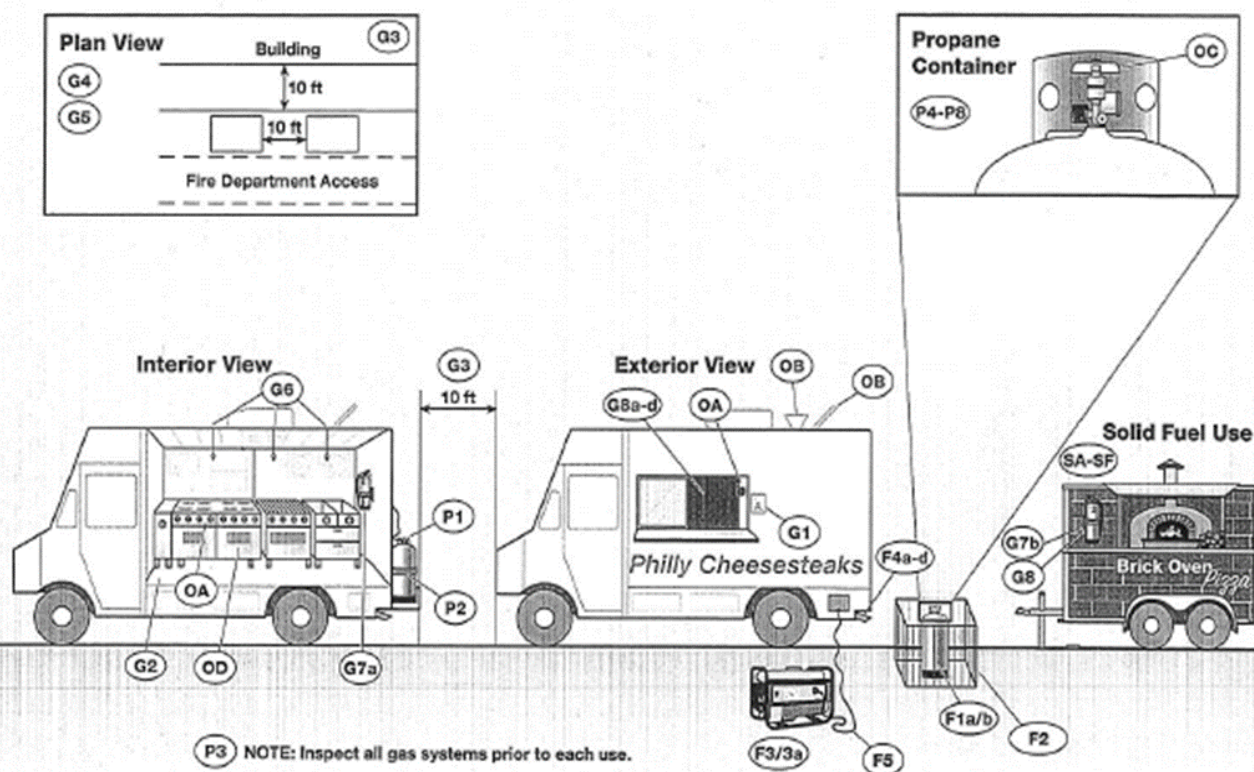
"E" indicates cylinder must be requalified within 5 years of stamped date (Must be requalified by 7/2019 in this example)



U.S. Department
of Transportation
Pipeline and
Hazardous Materials
Safety Administration

If cylinder is out of test find an approved requalifier to requalify your cylinder. A list of DOT approved requalifiers is available from the PHMSA website:
<https://portal.phmsa.dot.gov/rinlocator>

FOOD TRUCK SAFETY



NFPA code references are provided at the end of each item. The red keys correspond to the NFPA food truck safety diagram. For more detailed information, see NFPA 1 and Annex B in NFPA 96.

General Safety Checklist

- ☐ Obtain license or permits from the local authorities. [1:12.8(a)] G1
- ☐ Ensure there is no public seating within the mobile food truck. [1:50.2.1.6.3] G2
- ☐ Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:7.8.2; 96:7.8.3 for carnivals only] G3
- ☐ Verify fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4] G4
- ☐ Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. [1:13.1.3; 1:13.1.4; 1:13.1.5] G5
- ☐ Check that appliances using combustible media are protected by an approved fire extinguishing system. [96:10.1.2] G6
- ☐ Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9.3] G7a
- ☐ Where solid fuel cooking appliance produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:14.7.1] G7b
- ☐ Ensure that workers are trained in the following: [96:8.15.1]: G8
 - ☐ Proper use of portable fire extinguishers and extinguishing systems [10:1.2] G8a
 - ☐ Proper method of shutting off fuel sources [96:10.4.1] G8b
 - ☐ Proper procedure for notifying the local fire department [1:10.14.9 for carnivals only] G8c
 - ☐ Proper procedure for how to perform simple leak test on gas connections [58:6.16, 58:6.17] G8d

FOOD TRUCK SAFETY CONTINUED

Fuel & Power Sources Checklist

- ☐ Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.10.1 for carnivals only] F1a
- ☐ Ensure that refueling is conducted only during non-operating hours. [96:8.18.3] F1b
- ☐ Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:8.16.2.2] F2
- ☐ Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:11.7.2.1.2] F3
- ☐ Check that surfaces of engine-driven source of power are cool to the touch prior to refueling from a portable container. F3a
- ☐ Make sure that exhaust from engine-driven source of power complies with the following: F4
 - ☐ At least 10 ft in all directions from openings and air intakes [96:8.13] F4a
 - ☐ At least 10 ft from every means of egress [96:8.13] F4b
 - ☐ Directed away from all buildings [1:11.7.2.2] F4c
 - ☐ Directed away from all other cooking vehicles and operations [1:11.7.2.2] F4d
- ☐ Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70®. [96:8.18] F5

Propane System Integrity Checklist

- ☐ Check that the main shutoff valve on all gas containers is readily accessible. [58:6.26.4.1(3)] P1
- ☐ Ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4] P2
- ☐ Inspect gas systems prior to each use. [96:8.19.2.3] P3
- ☐ Perform leak testing on all new gas connections of the gas system. [58:6.16; 58:6.17] P4
- ☐ Perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17] P5
- ☐ Document leak testing and make documentation available for review by the authorized official. [58:6.26.5.1(M)] P6
- ☐ Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5.1(B)] P7
- ☐ Where a gas detection system is installed, ensure that it has been tested in accordance with the manufacturer's instructions. [96:8.19.2.1] P8

Operational Safety Checklist

- ☐ Do not leave cooking equipment unattended while it is still hot. (This is the leading cause of home structure fires and home fire injuries.) OA
- ☐ Operate cooking equipment only when all windows, service hatches, and ventilation sources are fully opened. [96:14.2.2; 96:14.2.3] OB
- ☐ Close gas supply piping valves and gas container valves when equipment is not in use. [58:6.26.8.3] OC
- ☐ Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:11.4] OD

Solid Fuel Safety Checklist (Where Wood, Charcoal, Or Other Solid Fuel Is Used)

- ☐ Fuel is not stored above any heat-producing appliance or vent. [96:14.9.2.2] SA
- ☐ Fuel is not stored closer than 3 ft to any cooking appliance. [96:14.9.2.2] SB
- ☐ Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:14.9.2.7] SC
- ☐ Fuel is not stored in the path of the ash removal or near removed ashes. [96:14.9.2.4] SD
- ☐ Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:14.9.3.6.1] SE
- ☐ Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container located at least 3 ft from any cooking appliance. [96:14.9.3.8] SF

NFPA RESOURCES

- NFPA 1, *Fire Code*, 2018 Edition
- NFPA 1 *Fire Code Handbook*, 2018 Edition
- NFPA 58, *Liquefied Petroleum Gas Code*, 2017 Edition
- LP-Gas Code Handbook*, 2017 Edition
- NFPA 70®, *National Electrical Code®*, 2017 Edition
- National Electrical Code® Handbook*, 2017 Edition
- NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*, 2017 Edition
- NFPA 96: *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook*, 2017 Edition